

**BOARD OF LICENSURE OF ARCHITECTS, LANDSCAPE ARCHITECTS  
AND INTERIOR DESIGNERS**

**BOARD MEETING MINUTES  
September 20, 2005**

**DATE:** September 20, 2005

**LOCATION:** Central Conference Room  
122 Northern Ave.,  
Gardiner, Maine

**TIME SCHEDULED:** 9:00 a.m.

**TIME CALLED TO ORDER:** 9:15 a.m.

**TIME ADJOURNED:** 12:45 p.m.

**MEMBERS PRESENT:**

William Bisson, Architect  
Robert Armitage, Architect  
Melvin Braverman  
Lori White, Interior Designer  
Janet Hansen, Architect  
Claire Hunt, Public Member  
R. Michael Pullen, Architect

**MEMBERS ABSENT:**

Terrence DeWan, Landscape Architect  
Cinderella Norris, Architect

**OTHERS PRESENT:**

Carol Leighton, Administrator  
Robert Perkins, A.A.G.  
Kim Baker-Stetson, Licensing Clerk  
Susan Greenlaw, Board Clerk

**CALL TO ORDER**

The meeting was called to order by Board Chair William Bisson at 9:15 a.m.

**AGENDA MODIFICATIONS**

A motion was made by Claire Hunt to add the following to the agenda; seconded by Melvin Braverman. Unanimous.

- #ARC-022 – Review and Approval of Letter of Guidance
- Meeting Schedule – 2006
- New e-mail for William Bisson - wbisson1@gmail.com

**OLD BUSINESS**

Action on Minutes of July 19, 2005 Meeting

A motion was made by Claire Hunt to approve the minutes of the July 19, 2005 meeting as written; seconded by Janet Hansen. Unanimous.

Action on Tabled Applications/Items

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**NEW BUSINESS**

Rules Discussion

Draft rules are being prepared for review at the November meeting.

Administrator's Report

Members who's terms have expired or are scheduled for reappointment were encouraged to contact the Governor's office with their intentions regarding their positions on the Board.

The Legislature transferred \$31,680 from the Board's account to the General Fund.

Travel Issues: Members voiced concerns on the impact of travel restrictions pursuant to the Executive Order.

An Executive Order has been issued expediting the licensing of professionals displaced by hurricane Katrina.

Complaint Officer's Report

#ARC-022 Letter of Guidance: A motion was made by Claire Hunt to approve the Letter of Guidance as presented; seconded by Janet Hansen. Bisson, Braverman, Hansen, Hunt, Pullen, and White voted in the affirmative; none opposed; Armitage abstained. Motion carried.

Interviews

NAME	RECIPROCITY/EXAM	LICENSE TYPE	ACTION
Dominic Palmisano	Reciprocity with NY	Architect	Approved. Motion: Hunt Second: Hansen Unanimous.
James D. Brown	LARE	Landscape Architect	Approved. Motion: Hunt Second: Pullen Unanimous.
Kenneth Chipman	Reinstatement Via Reciprocity with WA	Architect	Approved pending receipt of 2004 and 2005 renewal and late fees. Motion: Braverman Second: Hansen Unanimous.
Derek Veilleux	ARE	Architect	Approved. Motion: Armitage Second: White

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			Armitage, Bisson, Braverman, Hunt, Pullen, and White voted in the affirmative; none opposed; Hansen recused. Motion carried.
Eva Kozlowski	Reciprocity with VT	Architect	Approved. Motion: Armitage Second: Pullen Unanimous.
Jeff Pelletier	LARE	Landscape Architect	Rescheduled to next meeting.

Correspondence

Review and Action on Applications

Bruce Coldham: A motion was made by Claire Hunt to issue a Consent Agreement requiring the following: (1) Acknowledgement of violations; (2) \$4500 fine payable within 30 days of execution of Consent Agreement; (3) Shall provide a copy of the Consent Agreement to clients within 30 days; (4) Shall notify the Board by copy of a cover letter that a copy of the Agreement has been sent to clients; seconded by Lori White. Unanimous.

Thomas Hartman: A motion was made by Claire Hunt to issue a Consent Agreement requiring the following: (1) Acknowledgement of violations; (2) \$4500 fine payable within 30 days of execution of Consent Agreement; (3) Shall provide a copy of the Consent Agreement to clients within 30 days; (4) Shall notify the Board by copy of a cover letter that a copy of the Agreement has been sent to clients; seconded by Lori White. Unanimous.

Meeting Schedule – 2006

DATE	TIME	LOCATION
JANUARY 17, 2006	9:00 AM	CENTRAL CONFERENCE ROOM
APRIL 6, 2006	9:00 AM	CENTRAL CONFERENCE ROOM
MAY 16, 2006	9:00 AM	CENTRAL CONFERENCE ROOM
JULY 18, 2006	9:00 AM	CENTRAL CONFERENCE ROOM
SEPTEMBER 19, 2006	9:00 AM	CENTRAL CONFERENCE ROOM
NOVEMBER 21, 2006	9:00 AM	CENTRAL CONFERENCE ROOM

Next Meeting Scheduled for November 15, 2005

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**OTHER BUSINESS**

**ADJOURN**

Being no further business, the meeting adjourned at 12:45 p.m.